# *APPLICATION FORM*

***FOR*** ☐ **ST** Scheduled Tribe Certificate ☐ **IIC** Indigenous Inhabitant Certificate

**A**

***(Tick whichever is applicable)***

(To be duly filled in CAPITAL/BLOCK letters only)

***(Leave a cell blank for spaces between name, surname and initials)***

(3.5 x 4.5 cm) Passport Photograph of the Applicant(to be pasted and signed across by concerned Village Council Chairman/Secy/GB with seal)

1. Name of the Applicant :
(Name & Surname in full)

In case of change of name/ surname (with documentary proof), please indicate the previous name/surname in full.

2. Date of Birth: D D M M Y Y Y Y

In words_____

Place of Birth: Village/Town:

District:

State:

3. Gender ☐ Male ☐ Female

4. Highest Educational Qualification attained_____

5. Tribe

6. Father's Name & Surname in full:

(3.5 x 4.5 cm) Passport Photograph of the Applicant's Father(to be pasted and signed across by concerned Village Council Chairman/Secy/GB with seal)

In case of change of name/ surname (with documentary proof), please indicate the previous name/surname in full.

**Permanent (Native) Address in full**

Village:

Administrative Circle:

Police Station:

District:

State:

7. Mother's Name & Surname in full:

(3.5 x 4.5 cm) Passport Photograph of the Applicant's Mother(to be pasted and signed across by concerned Village Council Chairman/Secy/GB with seal)

In case of change of name/ surname (with documentary proof), please indicate the previous name/surname in full.

**Permanent (Native) Address in full**

Village:

Administrative Circle:

Police Station:

District:

State

8. If married, particulars of the spouse.

**(Spouse' Name & Surname in full)**

Village

Administrative Circle

Police Station

District

State

(3.5 x 4.5 cm) Passport Photograph of the Applicant's Spouse(to be pasted and signed across by concerned Village Council Chairman/Secy/GB with seal)

9. Present Address of the Applicant in full

Town/ Village

Block/ Colony (in case of Town)

Post Office

Administrative Circle

Police Station

District

State

10. Contact No:- **Residence** Code Landline No. **Mobile**

11. List of Supporting Certificates/documents enclosed.

(i)_____

(ii)_____

(iii)_____

(iv)_____

I do hereby declare that what is stated above is true and correct and nothing in material has been concealed therefrom.

DATE_____ Signature of the Applicant

## B ***Comment from Village Authority .***

The particulars furnished above by the applicant are verified to be true. I undertake to be held responsible for any false information furnished above.

Other remark, if any._____

_____

☐ Chairman, Village Council.

☐ Secretary, Village Council.

☐ GaonBura.

Signature & Seal with date

*Name_____

**(Official Name in full)*

Contact No_____

*(Mandatory)*

## C ***Remarks of the concerned area Administrative Officer. (the Administrative Officer to invariably tick the relevant boxes 'or' specify with reasons)***

☐ The above mentioned applicant and the parents family are local indigenous inhabitants and the particulars furnished above have been duly verified and found to be true and correct.

☐ Others, if any, specify.

_____

_____

_____

Signature & Seal with date of the concerned area Administrative Officer

Name_____

*(Official Name in full)*

## D ***Remarks of the Concerned Branch Officer (Concerned Branch Officer to invariably tick the relevant boxes 'or' specify with reasons).***

☐ Verified and found to be true and correct.

☐ Others, if any, specify.

_____

_____

_____

Signature & Seal with date

Name_____

*(Official Name in full)*

## ********** ***Requirements*** **********

i. For every Certificate applied,
   a. Enclose 2 (two) recent identical passport photographs (3.5 x 4.5 cm) showing frontal view of full face.
   b. Photograph should have a white or light coloured background.
   c. Photograph with coloured or dark glasses, polaroid prints or computer prints will not be accepted.
   d. Do not pin or staple the photograph.
   e. Photograph pasted on the form should be signed across by concerned Village Council Chairman,/Secretary or GB with seal.

ii. Passport photograph of Father/Mother will not be required if deceased. (In case the parents are divorced/ seperated, furnish passport photograph of either Father or Mother with whom the applicant is living with).

iii. Submit any of the following documents,
   a. Photocopy of the ***Photo Page and Particulars of the Student*** of the **Cumulative Record cum Schooling History (CRSH)** attested by a gazetted officer or by the Headmaster/Head Teacher of the school concerned.
   b. An attested photocopy of HSLC Admit Card/ Any other verifiable educational certificate stating the names of the applicant, the father, the mother and the date of birth.
   c. Government ID Card /Service Book indicating details of the applicant including father's and mother's name.
   d. The concerned Village Council should confirm the particulars of the applicant and certify that the applicant is an indigenous inhabitant of the concerned village.

iv. Applicant to furnish the above stated Original Documents for verification before issue of the applied Certificate or whenever asked for.

v. ***Proper record of the applicant's should be maintained by the concerned Village Council and the concerned Admnistrative Office for reference and counter verification & confirmation whenever required.***

vi. ***Incomplete application forms will be rejected.***